

FREQUENTLY ASKED QUESTIONS

How do I obtain a certified copy of my marriage license?

To get a certified copy of your marriage license come into the office with 10 dollars and a valid form of photo ID (passport, driver's license, etc.). If you would like to mail in this request please include 10 dollars, a photocopy of your photo ID and a letter which must include the name of your spouse, the date of your marriage and a reason why you are requesting this copy (immigration, social security etc.). Please also include a phone number and a return address so that we may complete your request in a timely manner.

What are the residency requirements for resident beach permits?

The qualifications for resident beach permits are written in "How do I?" section of the Town Clerk's webpage. The short version of these qualifications are as follows;

1. Valid NY registration with valid East Hampton street address on it (NO P.O. BOXES).
2. Any person(s) who own a home within the boundaries of the Town of East Hampton. (Spouses may obtain a resident beach permit if they are not listed on the deed but will need to supply proof of marriage by presenting a marriage license the first time this permit is obtained).
3. Registered voter within the Town of East Hampton (name on vehicle registration and voter registration card must match).

*If your home or vehicle is not listed under your personal name additional proof(s) of ownership will be required. Please call the office to find out what documents will be required to establish ownership.

Which beaches does the Town of East Hampton permit allow me to park at?

A link to the town beaches can be found here:

<https://www.google.com/maps/d/edit?mid=zJpfFdQianMs.kdxaY-UEmUek&usp=sharing>

*Please note that parking at Indian Wells beach requires a resident town permit. Resident and non-resident beach parking permits also allow the vehicle to launch boats at East Hampton Town launch ramps.

What are the current fees for permits and services offered by the Town Clerk's office?

The following is a list of the 2016 fees;

Non-resident beach permit	\$375
Family beach permit	\$75
Non-resident drive on permit	\$275
Recycling Permit	\$115
Sr. Recycling Permit	\$55
Secondary recycling permit	\$40*
Personal Shellfish permit	\$10
Commercial shellfish permit	\$30
Marriage License	\$40
Non-resident launch ramp permit	\$100

*One secondary price per primary recycling permit. This means that after your first secondary recycling permit a third permit will be full price.

When do the East Hampton Town permits expire?

Recycling and shellfish permits will be valid from April 1st the year they are purchased until March 31st the following year

Non-resident beach and non-resident drive on permits are valid from January first until December 31st.

Resident beach and resident drive on permits do not expire. They only need to be changed when you get a new car, new license plates or the permit itself becomes illegible.

How do I obtain a film permit?

Permits for filming on Town property can be obtained by contacting Harold Graham at the Town Clerk's office, 631-324-4142 or at Hgraham@ehamptonny.gov. The application and the fee schedule are located on the Town's website under forms.

*All filming permits are subject to review by the Assembly and Film Committee. Applications must be received in advance to ensure that your permit will be approved. The committee meets once a week during Peak season (May - October) the rest of the year the meetings will be monthly.

How do I obtain an Assembly permit and when it is required to have one?

Permits are required for **residential properties** if the number of people exceed fifty or more. General Liability may be required if utilizing portions of public property.

For **Commercial properties** a permit is required if the event does not conform to existing approvals. Commercial assemblies must also be one of the following, “only assemblies which are sponsored by a valid charitable organization, as defined herein, an assembly which meets the definition of a social event as defined herein, or an assembly which is deemed by the Town Board to be a public amenity may be held upon commercial premises”. Town code section 157-7 (2) (B).

Permits are required on **public properties** for events with more than six people. Commercial events on public property are subject to a 100 dollar/day or a 3,500 dollar season fee.

* All assembly permits are subject to review by the Assembly and Film Committee. Applications must be received in advance to ensure that your permit will be approved. The committee meets once a week during Peak season (May - October) the rest of the year the meetings will be monthly (Nov-April).

Please feel free to view the local law at <http://www.ecode360.com/9230292>.

For any of these permits please contact Harold Graham 324-4142 or at hgraham@ehamptonny.gov.

What is required to obtain a replacement permit?

Damaged or destroyed recycling and non-resident beach permits can be replaced by peeling off the old permit and bringing it in to the office with your registration. If you have a new vehicle peel the permit off with the new registration (temporary registrations will require a bill of sale or lease agreement). If your permit is so badly damaged or the vehicle is already traded in the body shop or dealership will have to write you a letter on their letter stating that the permit was completely destroyed.